

LICENSE CATEGORIES

The following requirements and/or procedures must be satisfied as part of the screening process prior to licensing:

Assistant Starter – Horse Only

Any applicant shall have the signature of the “Official – Starter” of a permittee or the County Fair Manager on their application. An Assistant Starter at a commercial track is an employee of the permittee. On the County Fair circuit, they are employees of the “Official - Starter” who is contracted by the County Fair Administrator/County Fair Racing Association.

Authorized Agent

The Authorized Agent application shall be signed by the principals involved and clearly set forth the powers of the appointed agent. Any changes in an Agent's authority shall be in writing and either notarized or signed in the presence of a Department employee. If the applicant is not licensed in another category, the charge shall be the same as an owner's license and they shall be fingerprinted, if applicable. The Authorized Agent application and a regular license application shall be completed by the applicant for an Authorized Agent's license when not licensed in another category.

Cool-out

Anyone applying for this category must have the signature of their employer before a license will be issued.

County Fair Volunteer

Those persons identified as a “volunteer” are exempt from licensing requirements; however, they shall be issued a Department volunteer badge upon completion of the required forms. Anyone working in pari-mutuels, security, track maintenance, or other areas requiring direct responsibility or skills necessary for conducting the race meet must be licensed.

Exercise Rider/Pony Rider

If an applicant has not been previously licensed in this state or another recognized racing association in one of these categories, the following steps must be followed:

1. Application for an exercise or pony rider's license must be submitted.
2. A temporary license is issued.
3. The applicant will be observed and/or tested very shortly after issuance of license.
4. If the applicant fails to demonstrate qualifications necessary to qualify, the stewards will issue a denial of license that will be transmitted to the applicant.
5. The applicant is given thirty (30) days to appeal (request a hearing).

Groom

Any person applying for this category must have the signature of their employer before a license will be issued. An individual that cannot provide proof of identity and a legal right to work in the United States shall be denied a license.

Jockey

Any person applying for a jockey license must have been previously licensed in that capacity by this state or another racing association with pari-mutuel wagering. An applicant for a new jockey license must be interviewed by the Board of Stewards. A licensed Jockey in Arizona may participate as an Exercise Rider. If a Jockey wants to be a Pony Person he/she will need a separate license.

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Apprentice Jockey

Any person applying for an Apprentice Jockey license must have been previously licensed in that category by this state or another racing association with pari-mutuel wagering. A new apprentice jockey license applicant must be interviewed by the Stewards. If already licensed in another recognized racing association, the Apprentice Jockey Certificate must be presented to the Stewards prior to licensing. The Stewards will determine if the experience is acceptable before licensing may occur. If approved, a Jockey Apprentice Certificate shall be issued. An Apprentice Jockey must be 16 years of age and, if less than 18 years of age, must have a parent or guardian sign the license application assuming financial responsibility. An Apprentice Jockey licensed in Arizona may participate as an Exercise Rider. If an Apprentice Jockey wants to be a Pony Person he/she will need a separate license.

Jockey Agent

A Jockey Agent must be approved by the Stewards prior to licensing. The Agent must be endorsed by the Jockey(s) they represent when applying for a jockey agent's license. The jockey must sign the license application as employer before the license can be issued. The signatures of the jockeys must be witnessed by a Department employee. No jockey agent may represent more than three jockeys at the same time. A jockey agent shall not be licensed in any other category. When a Jockey/Apprentice Jockey and a Jockey Agent wish to terminate the agreement, they shall appear together before the Stewards to advise them the agreement is terminated.

Kennel Name

All individuals represented by a kennel name shall have an owner's license. Any officer of an incorporated kennel name identified in the Articles of Incorporation shall also be licensed as an owner as well as anyone whose stock ownership exceeds 10%. All persons represented by a kennel name must be listed on the kennel application form. If two or more people are represented by a kennel name, they must obtain an authorized agent license for one person to act as an Authorized Agent for the kennel.

Mutuel

Anyone applying for this category of license shall be approved by the Mutuel Manager for commercial tracks or the County Fair Manager of the site where application is made. OTB Mutuel licensees are employees of the authorized permittee and shall have their application signed by the Mutuel Manager or designee. All mutuel employees shall wear a license ID badge.

A Mutuel employee license may be employed at any commercial horse track, county fair race meet, greyhound track or OTB site in Arizona.

Occupational

The "Occupational" category is any license that is not identified as a specific category.

Occupational – Breeder

If not already licensed in another category, a breeder of greyhounds must be licensed by the Department to participate in the Arizona Breeders Award Program or to register greyhounds as certified Arizona Bred greyhounds. A Breeder not otherwise licensed shall apply for a license in the category "Occupational – Breeder". No greyhound will be registered Arizona-bred and no Breeders Award paid unless the breeder is licensed by the Department.

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Off Track Betting (OTB)

The Department requires OTB owners, managers and other individuals who are responsible for the day-to-day operation of the OTB site to be licensed. "Mutuel" employees working at an OTB site are employees of the authorized permittee and shall not be licensed until the Mutuel Manager or designee has signed the application. A license ID is required to be displayed by all "Mutuel" employees at an OTB site. The Director may, on a case by case basis, require licensing of other employees not mentioned above.

Official

No applicant for an official position should be licensed as such without written approval from the Director. They also shall have the signature of the permittee's General Manager or designee on the application prior to licensing. One person may serve in more than one official position if the person can do so without detriment to any of the other positions, and if they have the approval of the Department, except neither the Racing Secretary nor the permittee Director of Racing may serve as a Steward. An Official license allows a licensee to serve in any of the following positions with the exceptions as noted above:

Horse Racing

Assistant Racing Secretary
Chief of Security
Clerk of Scales
Director of Racing
Handicapper
Horsemen's Bookkeeper
Jockey Room Custodian
Mutuel Manager
Paddock Judge
Patrol Judge
Racing Secretary
Starter
Steward
Timer (Clocker)
Track Superintendent
Track Veterinarian

Greyhound Racing

Assistant Racing Secretary
Chart Writer
Clerk of Scales
Director of Racing
Kennel Master
Mutuel Manager
Operator of the Mechanical Lure
Paddock Judge
Racing Secretary
Starter
Steward
Track Superintendent
Track Veterinarian

Outrider

If an applicant has not been previously licensed in this state or another recognized racing association in this category, they must appear before the Stewards and show that they are qualified to receive the license. The application shall have the signature of the permittee General Manager or Director of Racing and the Stewards before the license can be issued. If the applicant is participating in a county fair meet, a signed contract with the County Fair Racing Association must be presented or the Department County Fair Racing Coordinator, who must sign the application prior to issuing a license.

Owner

Any person applying for an owner's license shall have animal registration papers on file in the Racing Secretary's office. Owners must list their trainer in the space provided on the application. The applicant must complete the "owner's section on the reverse of the application. An applicant for Lessee or Lessor shall be issued an "owner" license.

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Paddock Employee – Greyhound Only

Anyone making application for this category shall have the signature of the Kennel Master/Paddock Judge on the application. This category includes any position in the Paddock area other than those positions requiring a specific license. A Paddock Employee is not authorized to work in other positions in the grandstand area without purchasing an "Occupational" license or any other position that is designated as a "category" by the Department.

Permittee Director/Board Member

Commercial permittee directors/board members must be licensed prior to opening day of a commercial race meeting. County Fair Associations must have the Manager as well as the Chairman and Treasurer of the County Fair Board or Committee licensed as Permittee/Board Members prior to opening day of the county fair race meeting.

Plater

No plater (horseshoer, farrier, blacksmith) shall be licensed in Arizona unless the applicant has passed an examination given by the Stewards or has taken and passed a test with the same or more stringent qualifications in another racing jurisdiction.

Security

All applicants must have the signature of the Chief of Security of the track where employed or the County Fair Site Manager. Applicants for this category must be fingerprinted with the exception of Certified Peace Officers. A Certified Peace Officer is an individual who is a full-time employee of a criminal justice agency. To be exempt from the fingerprinting requirement, the peace officer must provide an identification card to be copied and placed in the applicant's license file.

Stable Name

All individuals represented by a stable name shall have an owner's license. Any officer of an incorporated stable name identified in the Articles of Incorporation shall also be licensed as an owner as well as anyone whose stock ownership exceeds 10%. All persons represented by a stable name must be listed on the stable application form. If two or more people are represented by a stable name, they must obtain an authorized agent license for one person to act as an Authorized Agent for the stable.

Temporary Claiming

Upon determination that an applicant has met all requirements for an owner's license except the requirement of horse ownership, claiming authorization may be issued by the Stewards. All applicants for a temporary claiming license must designate a Trainer. The designated trainer shall sign the license application before a temporary claiming authorization and license can be issued. Fingerprints will be taken if applicable. The temporary claiming license fee is the same as an owners license. There is no charge for conversion to an owner's license when a horse is claimed. The owner's license is valid for the remainder of the licensing cycle. A "Temporary Claiming" license is valid for 180 days from the date of issue or until a horse has been claimed, whichever occurs first.

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Trainer

Any person applying for a trainer's license must have been previously licensed as a trainer in this state or another racing jurisdiction. If this is a new trainer license, the applicant shall pass a practical and written examination given by the Stewards. All trainers must have the registration papers of the animals they train on file in the Racing Secretary's office at a track where they will participate prior to being licensed.

Assistant Trainer

Horse – A trainer may employ an Assistant Trainer with the approval of the Stewards. Such Assistant Trainer shall comply with all the requirements for a trainer and shall be responsible for all horses under their care. Any person applying for an Assistant Trainer's license must have been previously licensed as an Assistant Trainer or a Trainer in this state or another recognized racing jurisdiction. If this is a new Assistant Trainer license, the applicant shall pass a practical and written examination given by the Stewards. The trainer shall sign the license application prior to issuing the license.

Greyhound – Any Trainer who desires to obtain an Assistant Trainer license will be charged \$5.00. When an Assistant Trainer license is issued, the Trainer's license previously issued will be relinquished to the Stewards at the track where the Assistant Trainer's license is being issued. The Stewards will retain the Trainer's license until such time as the individual requests the return of this license. The Stewards will return the Trainer's license and will retrieve the Assistant Trainer's license for retention. Assistant Trainer's shall have the signature of the Trainer for whom they are employed. If making an application for the first time for an Assistant Trainer's license, the applicant shall pass a written examination given by the Stewards and the fee will be the same as a Trainer's license fee.

Vendor – Business

All corporations, partnerships or entities doing business on the premises of a permittee shall be licensed by the Department. "Doing business" in this instance has been determined to include services that are provided on a daily basis to the public in attendance at a race meet. Delivery services of products to a permittee (i.e. beer, soft drinks, and food to be served to patrons) are exempt from the licensing requirements. The latitude of exemption is at the discretion of the Presiding Steward. The most recently filed Articles of Incorporation or partnership documents should be included with the application. Directors, officers and anyone owning 10% or more of the company must be listed on the business application and shall be licensed as Vendor – Employee.

Vendor – Employee

Any person having ownership, an officer or an employee who is involved with the daily operation at the track shall be licensed as "Vendor – Employee".

Veterinarian

All veterinarian applicants shall be referred to the Chief Veterinarian of the Department for consultation and verification of authority to practice their profession in Arizona. No veterinarian licensed to practice on a track under the jurisdiction of the Department may own, lease or train horses or greyhounds at the track where the veterinarian practices their profession.